IN THE COURT OF COMMON PLEAS OF LEHIGH COUNTY, PENNSYLVANIA CIVIL DIVISION

	CIV	VIL DIVISION
		:
		:
	Plaintiff	:
vs.		: File No.
		:
		:
	Defendant	:
Writ of Att	achment of W	Wages, Salary or Commissions
will of Au	acimiciti or v	wages, Salary of Commissions
Commonwealth of Pennsylvania	ia :	:
County of Lehigh	:	:
To		
Employer of Defendant		
		Name

You have been identified as the employer of the above-named defendant.

You are directed to withhold the wages, salary and commissions of the defendant in your possession to satisfy the judgment against the defendant.

You are notified that

1. An attachment of wages, salary and commissions has been issued; you are ordered to withhold from the wages, salary and commissions of the defendant an amount per pay period which does not exceed ten (10) percent of the defendant's net wages, salary and commissions;

Net wages are all wages paid less only the following items: (1) any support payments made to the court, (2) federal, state and local income taxes (3) F.I.C.A. payments and non-voluntary retirement payments, (4) union dues and (5) health insurance premiums.

- 3. The total amount attached is \$ _____ and the withholding must continue until the amount of the attachment is satisfied;
- 4. The attached wages shall be sent to the Lehigh County Clerk of Judicial Records-Civil Division within 15 days from the close of the last pay period in each month.

The check must

- a. contain the name of the employee whose wages are being withheld,
- b. be made payable to the Clerk of Judicial Records, and
- c. be sent to

Lehigh County Clerk of Judicial Records
Wage Attachment Remittance
455 W Hamilton Street
Allentown PA 18101-1614
610-782-3148

5. You are entitled to deduct each pay period from the money collected from the defendant employee the costs incurred from the extra bookkeeping necessary to record the transaction, not exceeding \$5.00 of the amount of money so collected.

6. By law, you may not take any adverse action against the defendant because his or her				
wages, salary or co	mmissions have been att	ached.		
7. you shall send the f	Collowing notice to the C	lerk of Judicial Records-C	Civil Division if	
the defendant has n	ever been or is no longer	an employee:		
I have received a W	Vrit of Attachment in the	following case:		
	v	No	of	
Plaintiff	Defendant	No	Year	
The following person _		, has never been on	r is no longer an	
employee .				
_				
Date:			Employer	
		Michelle Gra Clerk of Judi	•	
Seal of the Court				
		By:		
		Civil Division	Deputy	